Goal 4 Resource Team Meeting: January, 30, 2008

Present: Leslie Anderson, Jennifer Boyden, Deborah Vaughn, Peggy Conner for Michelle Johnson, Lee Price, Cheri Stierer, Teja Stokes, and Steve Ankiel.

Objective/Topic	Strategies	Discussion/Comments	Next Steps
Design IT applications that will support program practices and processes that are person-centered and enable individuals to direct their own services	Study the development of a web-based individual budgeting (IB) system	Teja Stokes, Chair- Teja will relinquish her seat to Karen Lawson 2/11. They are looking at a smaller group of members for this sub-group to identify what the new electronic system should look like. Members would be those who are on waivers and CD providers. The group is looking for people who use the current system.	Continue to research other states for electronic IB systems. Finalize the members of the sub-group and begin meeting.
Transform the Office of Mental Retardation Information Technology by designing and developing a web-based application to improve and streamline MR Waiver services for individuals and their families	Continue to meet with the current DMAS vendor for PA on the functional requirements. Developed by the sub-group. DMHMRS to hire a project manager.	Cheri Stierer, Chair- The sub-group is currently working on a data dictionary. They will complete this task via email. The functional requirements were handed out. The next meeting is scheduled for March 24th.	Continue with the data dictionary development. Once the project manager is hired by DMHMRSAS, the work will continue per the project manager's direction.
Use Integrated Systems to Monitor the Services Rendered. Develop a Critical Incident Recording Systems (CIMRS)	All necessary agencies and stakeholders are represented – begin with DSS, DMHMRSAS, DMAS, DSS, VOPA, but include others as appropriate	Steve Ankiel, Chair reviewed the progress so far. Each of the state agencies, Dept. Health, DSS, DMHMRSAS, have submitted their terms and definitions.	Sub-group will meet by September 1st. Meet to begin items in committee list.
Evaluation	Process evaluation- an evaluation of our work and implementation steps	Thomson Consulting- Beth Jackson will be working with us in a quarterly meeting.	Meet with Beth on Feb 5h to discuss data.
	Outcome evaluation – Measurable items, products and accomplishments for the grant	All data currently requested has been send to Thomson Consulting.	
Next Full Group Mtg – TBA schedule in July			
Agenda: Review of sub group progress and other updates.			